**Dashboard-in-a-Dash: Fund Management**

*User Roles:* Department Administrators, Tub Level Financial Managers, University Financial Reporting

*Last Updated: June 24, 2017*

<table>
<thead>
<tr>
<th>Purpose</th>
<th>The Fund Management dashboard is used to provide a high-level view of fund/s at a specific month end or as of yesterday’s data for Department Administrators and Tub-Level Financial Personnel. It displays a complete picture of the financial status of a fund or funds requested, by showing the beginning balance, total operating income, total operating expense, total non-operating activity, and ending balance. It also provides details for orgs and activities.</th>
</tr>
</thead>
</table>
| Questions Commonly Answered by this Dashboard | • What are the University's non-sponsored Fund totals?  
• What are the University Income, Expense and Non-Operating by non-sponsored Funds?  
• How are the non-sponsored Funds grouped by the different attributes?  
• What is the expected Change in Net Assets for the non-sponsored Funds? |
| Access | Log into OBI at [https://obi-prod.cadm.harvard.edu](https://obi-prod.cadm.harvard.edu). Select **Dashboards--> FIN-Core> Fund Management.** |
| Pages found on this Dashboard | • **Role Selection:** Select your role in order to render the dashboard.  
• **Fund Summary:** Provides fund information at a very high level.  
• **Org and Activity Detail:** Provides fund information aggregated either by Org, Activity or Org and Activity.  
• **Student Loans Funds Detail:** Provides information by Student Loan Fund, Object and Activity |

**Role Selection**

The first tab you will encounter is the Role Selection tab. Select the appropriate role (security profile) you will use to execute the dashboard from the Role Selection page and click the Apply button.

*If you do not click the Apply button you will get "No Results" when you attempt to render the dashboard.*  
Please note that if you only have one "User Role Choice" you **must still select it and click Apply**.
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Prompts

Fund Summary Page:

- The start period for this dashboard is defined as July of the selected fiscal year.
- *Balance as of* and *Tub (transacted to)* are required prompts for this dashboard and must be complete for the dashboard to render results.
- The Federal Grants (FG) and Non-Federal Awards (NE) Fund Types are excluded. Access the Open Segments Dashboard for reporting on these fund ranges. A link to the dashboard can be found on this page.

Org and Activity Detail Tab:

- Prompts are “sticky”, meaning that if you enter prompts on the Fund Summary page, those prompts will carry over to this page.
- This page includes prompts to allow you to define specific Org(s) and Activity(ies) values.
Student Loans Funds Detail Tab:

- Prompts are “sticky”, meaning that if you enter prompts on the Fund Summary page, those prompts will carry over to this page.
- The results are limited to Student Loans (SL) Fund Type only.

Sample Output-Fund Summary Tab

Sample Output-Org and Activity Detail Tab

There are three views of this dashboard: Org Detail, Activity Detail and Org and Activity Detail.
Org Detail View

Activity Detail View

Org and Activity Detail View

Sample Output-Student Loans Tab

Tips for Using this Dashboard

- This dashboard replaces the CREW FGUUBR Report, Fund Summary Report and the Loan Funds Summary.
- There are other columns that can be added to this dashboard by using the right-click.
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- Funds in deficit are immediately identifiable in the Deficit column.
- Predefined filters exist in this dashboard on the Fund Summary & Org and Activity detail pages that exclude Fund Type Codes FG & NE (refer to the Sponsored Segment Dashboard); all other fund types are included. The FGUUB retrieves data for Funds between ('250000' AND '699999') or BETWEEN ('000001' AND '054999').
- This dashboard retrieves data for Object Codes T400; T600; T901, & G370. FGUUBR does not have a filter on object code.
- The Student Loans Funds Detail page contains predefined filters to ensure only Fund Type Code of SL and Object Code 0850 and Object Type Codes E, O, and R (Expenses, Net Assets and Revenue) are included.

Need Additional Help?

- Find out more about this dashboard at our wiki site.
- Contact the HUIT Support Center, 617-496-2001, or via email at ithelp@harvard.edu.